

WASHINGTON PARISH COMMUNICATIONS DISTRICT
Minutes of February 1, 2011

A properly advertised Washington Parish Communications District Board meeting was held on February 1, 2011 at 805 Pearl Street, Franklinton, LA at 6:00 PM.

Members present were:	Mr. James Coleman	Chairman
	Mr. Mike Stogner	Vice-Chairman
	Mrs. Cynthia August	Secretary
	Mr. Gary Fenner	Treasurer
	Mr. Jason Verret	

Members absent were:	Mr. Joshua Bridges
	Mr. Mike Miller

Others present were:	Mr. Dan Foil	Attorney
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Chairman Coleman called the meeting to order at the appointed time of 6:00 p.m. Mr. Fenner opened with prayer and the pledge of allegiance to the flag of the United States.

ROLL CALL OF BOARD MEMBERS

Mr. Coleman called the roll. The results of that roll call are recorded above.

APPROVAL OF MINUTES

Mr. Coleman called for a motion to dispense with the reading of the minutes from the January, 2011, meeting. The minutes were mailed out to each member prior to this meeting. Mrs. August made the motion to dispense with the reading of the minutes. Mr. Stogner seconded the motion. Motion passed by a unanimous vote.

Mrs. August made a motion to approve the minutes from the January, 2011, meetings. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

MANAGER'S REPORT

This office has been active during the month of January with both the normal daily operational issues of the office plus supporting our special projects. First, let me report on the daily operational issues.

Daily Operational Issues

All PSAP equipment is currently operating properly. The ATT circuit to Bogalusa PD has been fixed. The circuit to Franklinton PD continues to have problems on an intermittent basis.

We gave out a total of 31 new addresses in the Parish during October. The location of these addresses was as follows:

Franklinton	15
Mt. Hermon	01
Pine	07
Bogalusa	04
Angie	03
Varnado	01
Total	31

Mrs. Moore continues to do the addressing and both her and Ms Jones are working on map updates. It is expected that the latest updates will be ready to be sent off to GeoComm this month.

The accounting system is working well. Mr. Fenner and I continue to input the monthly financial data. Our January bank statements were not available as of 2 PM today, and thus, financial statements will sent out to the board later this week when data is available.

Special Projects

The initial testing of all the ATT 3G cell towers in our Parish has been completed. Ron Bloom, our wireless consultant, has been working with me on this project. Caller location accuracy needs improvement. Follow up testing will be done to monitor improvements.

This has been an interesting and productive month for our office. I would like to thank the board for their support and inputs.

Chairman Coleman called for any questions concerning the Manager's Report. Hearing none, Chairman Coleman called for a motion to accept and approve the manager's report.

Mr. Stogner made the motion to accept and approve the Manager's Report as given. Mr. Fenner seconded the motion. Motion passed by a unanimous vote.

CHAIRMAN'S REPORT

Public 911 Education

Our 911 web site was visited by 124 new users during the month of January. There were 230 page hits during this time period. This is a slight increase compared to last month's activity level by new users

Communications Center

Lambert's building design has been reviewed and feedback has been given. The Louisiana Office of Facility Planning and Control has completed their pre-bid review process and has approved the design as meeting the intent of the capital outlay award.

Jim Ryan, Financial Advisor to the parish, has developed a resolution which will allow the District to secure Louisiana Bond Commission approval to borrow building construction funds if such are needed, not to exceed \$ 500,000. It is requested that the board review this document at tonight's meeting.

Communications Tower

Approval to redesign and re-bid has been received from the state's CBDG Office. An approved contract addendum has been signed by the parish.

US Congressional Funding of Communications Center Equipment

Official notification has been received on this \$ 350,000 project. The Cooperative Endeavor Agreement between the Parish and the Department of Homeland Security has been approved by parish government.

Conclusions

The challenges of fine tuning and improving our system continues. I would like to thank both the board, Mrs. Thomas and her staff for their hard work on the many complex challenges currently facing us.

Chairman Coleman called for any questions concerning the Chairman's Report.

Hearing none, Chairman Coleman called for a motion to accept and approve the Chairman's Report. Mrs. August made the motion to accept and approve the Chairman's Report as given. Mr. Stogner seconded the motion. Motion passed by a unanimous vote

TREASURER'S REPORT

Mr. Fenner informed the board that due to the unavailability of the closing bank statements at press time, the January balance sheet, both assets and liabilities, income and budget statements, the check register, cash receipts, the account reconciliation statement, and the 911 funds statement with cash disbursements will be reviewed at the next meeting.

COMMITTEE REPORTS

There were no committee reports.

OLD AND NEW BUSINESS

Mr. Jim Ryan, Fiscal Advisor for Washington Parish government reviewed the following resolution with the board. An approval of the Resolution will start a process which will culminate with the District having permission from the Louisiana Bond Commission to borrow funds, if such are needed, to finance the Communications Center construction project.

RESOLUTION

A resolution authorizing the making of application to the Louisiana State Bond Commission for consent and authority to issue not to exceed \$500,000 Revenue Bonds, in one or more series, of the Washington Parish Communications District, Parish of Washington, State of Louisiana, for the purpose of providing a portion of the funds necessary to acquire, construct and equip an Emergency Operations, 911 and Multi-Agency Communications Center; authorizing the execution of a First Amendment to the Intergovernmental Agreement previously entered into between the Washington Parish Communications District and the Parish of Washington, State of Louisiana; authorizing the selection of Financial Advisor, Bond Counsel and Underwriter to the Washington Parish Communications District; and providing for other matters related thereto.

Mr. Coleman called for a motion to approve the recommended Resolution related to the Louisiana State Bond Commission. Mr. Stogner made the motion to approve the Resolution related to the Louisiana State Bond Commission Ms. Fenner seconded the motion. Motion passed by a unanimous vote.

PUBLIC PARTICIPATION

There was no participation by the public.

Mr. Stogner made the motion to adjourn the Board meeting. Mr. Fenner seconded the motion. Motion passed by a unanimous vote. Meeting of the Board adjourned at 7:00 PM.

As recorded by: Mrs. Joanna Thomas.

Approved by: _____
Mrs. Cynthia August, Secretary